

*Town of Cheswold*  
1856



*State of Delaware*  
1787

**Town of Cheswold**  
**Minutes of the Monthly Town Council Meeting**  
**691 Main Street**  
**Cheswold, Delaware 19936**  
**Monday – March 7, 2022**  
**5:00 p.m.**

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**ZOOM Teleconference**  
**1-929-205-6099 Meeting ID: 9728359352#**  
**<https://us02web.zoom.us/j/9728359252>**

The following **Council** persons were in attendance in person:

Mayor Santo Faronea  
Vice Mayor Michael Wysong  
Secretary/Treasurer Theon Callender  
Councilperson Maxwell Amoako  
Councilperson Mark Moxley  
Councilperson Judith Johnson via ZOOM

**Police Department:** Chief Chris Workman via ZOOM

**Administration:** Shadina Jones, Town Clerk      **Administrative Clerk:** Camryn Tunnell via ZOOM

**Public Works:** Code Enforcement Officer Mike Callender

**Planning Commission Members:** Barbara Cooper; Barry Jones; Colleen Ostafy; Carl Schultz

**Community Attendees:** Mr. Rodney Callender – Parkers Run via ZOOM

**Visitor:** Mr. Alan Marteney, P.E., Century Engineering representing DelDOT

**NOTICE:**

Notice of this meeting has been made in accordance with the Delaware Open Meeting Act, by properly posting it on December 15, 2021, on the Town of Cheswold website at: <http://cheswold.delaware.gov>. Copies of the agenda were posted outside the Cheswold Town Hall; in the local Post Office; at the Fox Pointe Management Office and Nobles Pond Management Office on the Official Web Site for the Town of Cheswold, at <http://cheswold.delaware.gov>; and was filed with the Clerk of the Town of Cheswold on February 18, 2022 and an amended copy on March 2, 2022. Copies of the agenda were available for pick-up at the Town Hall.

**MEETING:**

The meeting was called to order by Mayor Faronea at 5:04 pm.

**PLEDGE of ALLEGIANCE and MOMENT of SILENCE**

The Pledge of Allegiance and Moment of Silence was conducted and led by Mayor Faronea.

**PROPERLY POSTED:**

Secretary/Treasurer Sam Callender noted that the meeting posted was properly posted on December 15, 2021 and the Agenda on February 18, 2022, and the amended agenda on March 2, 2022.

**ROLL CALL:**

Mayor Faronea requested the Administrative Assistant to call the roll. And with six (6), members of the six (6) person Council present, Ms. Tunnell presented a quorum to the Mayor and the meeting continued.

**REVIEW of AGENDA**

Mayor Faronea requested the Council review the accuracy of the agenda and for a motion to accept as presented or to make changes and amendment requests as needed.

Secretary/Treasurer made a motion to amend the agenda again to add Election Information to Item #16 – New Business. A second to the motion was made by Vice Mayor Wysong made a second to the motion. And with no questions or comments, a unanimous roll call vote of the Town Council approved the motion.

**REVIEW of PREVIOUS MONTHS MINUTES**

Mayor Faronea requested the Council to review the accuracy of the previous month's minutes and for a motion to accept them as presented or to make changes and amendment requests as needed.

A motion to accept the Town Council minutes, as presented was made by Councilperson Amoako and Vice Mayor Wysong made a second to approve the motion. A roll call vote on the motion resulted in a unanimous vote to approve the minutes as follows:

February 7, 2022 – Monthly Town Council Meeting

**TREASURER’S REPORT:**

The Mayor requested Council to review the following Treasury Reports and to make any necessary statements and/or to make a motion to approve reports:

- a. The Treasurer’s Reports for the **Month of February 2022**, is as follows:

**Monthly Cash Flow Comparisons**

TOWN of CHESWOLD	FEBRUARY 2022
Cash Receipts	\$ 144,380.22
Cash Disbursements	\$ 46,657.61
<b>Positive Monthly Cash Flow</b>	<b>\$ 97,722.71</b>

ADMINISTRATION	FEBRUARY 2022
Cash Receipts	\$ 94,737.78
Cash Disbursements	\$ 27,351.48
<b>Positive Monthly Cash Flow</b>	<b>\$ 67,386.30</b>

POLICE DEPARTMENT	FEBRUARY 2022
Cash Receipts	\$ 1,788.16
Cash Disbursements	\$ 18,707.45
<b>Negative Monthly Cash Flow</b>	<b>(\$ 16,919.29)</b>

PUBLIC WORKS	FEBRUARY 2022
Cash Receipts	\$ 47,854.38
Cash Disbursements	\$ 698.88
<b>Positive Monthly Cash Flow</b>	<b>\$ 47,265.70</b>

- b. The Treasurer’s Report, (**Account Balances**), for the **Month of J FEBRUARY 2022:**

as of:	FEBRUARY 2022
Capital Account	\$ 29,991.52
Cheswold Heritage Day Account	\$ 4,415.18
Eide Grant Fund Account	\$ 6,477.42
Public Safety Account	\$ 56,912.73
General Fund Account	\$ 324,487.16
Land Use Applicant’s Account	\$ 60,943.34
Litigation Account	\$ 16,732.67
Municipal Street Aid Account	\$ 57,835.58
Salle Grant Fund Account	\$ 4,013.67
DelDOT Projects	\$ 90,904.90
ARPA	\$ 349,923.61
Municipal Complex Building	\$ 745,141.84

**TREASURER’S REPORT:** *“continued”*

A motion to approve the **Monthly Cash Flow Comparisons** and **Account Balances** of the February Treasurer’s Report as submitted was made by Councilperson Amoako and Vice Mayor Wysong made a second to approve the motion. There were no questions or concerns expressed about the reports and roll call vote on the motion resulted in a unanimous vote to approve them.

c. Requisitions –

<u>Req. #</u>	<u>Department</u>	<u>Vendor</u>	<u>Item</u>	<u>Amount</u>	<u>To Be Paid By</u>
<b><i>NOTHING TO REPORT</i></b>					

b. Proposed Purchase/s -

<u>Req. #</u>	<u>Dept.</u>	<u>Vendor</u>	<u>Item</u>	<u>Amount</u>	<u>To Be Paid By:</u>
Pending	Police Dept.	OC Welsh Ford Lincoln	1-Ford F-150	\$40,000	General Fund
Pending	Police Dept.	OC Welsh Ford Lincoln	1-Ford Explorer	\$40,000	General Fund
Pending	Public Works	Winner Ford	1-Ford F-250	\$44,000	General Fund

The above proposed purchases were presented for approval by Secretary/Treasurer Callender and Police Chief Workman.

Vice Mayor Wysong asked if we still had a vehicle pending a repair. Chief Workman responded yes and explained further that with only three (3) vehicles and four, (4), full time officers and four, (4) part time officers, and their different driving styles and constant twenty-four usage is becoming extremely detrimental to the efficient use of the vehicles. The addition of two, (2), new vehicles will provide a flexibility of usage that will provide relief for vehicle rotation.

Ms. Callender added the optional opportunity to assign individual vehicles to individual officers may also increase the level of responsibility and accountability for vehicle maintenance.

Vice Mayor Wysong also asked for the cost of outfitting the vehicles. The Chief responded that typically it costs approximately \$8,000 per vehicle, however, he has equipment that can be re-used from a previously retired vehicle and additionally he obtains the majority of the outfitting funds from grants.

Councilperson Amoako asked Ms. Callender if she feels that the Treasury can successfully sustain such an expenditure. Ms. Callender responded that it can at this time.

A motion to approve the Proposed Purchases, including the vehicle for Public Works, was made by Vice Mayor Wysong. A second to the motion was made by Councilperson Moxley. as presented, and a unanimous roll call vote resulted in the passage of the motion.

**TAX COLLECTOR'S REPORT** – *Town Clerk Shadina Jones*  
*Month of February 2022*

**TAX REPORT: FISCAL YEAR 2021 – 2022**

Total Amount Billed: \$160,690.95

Total Amount Paid: \$33,601.18

As of:	Current Year:	Past Due Paid:
07/31/2021	\$ 33,601.18	\$ 867.88
08/31/2021	\$ 97,083.11	\$ 300.12
09/30/2021	\$ 23,534.44	\$ 1,171.23
10/31/2021	\$ 2,077.06	\$ 143.03
11/30/2021	\$ 442.81	\$ 75.71
12 /31/2021	\$ 472.96	\$ 21.97
01/31/2022	\$ 275.43	\$ 43.59
<b>02/29/2022</b>	<b>\$ 2,182.58</b>	<b>\$ 2,696.98</b>
03/31/2022	\$	\$
04/30/2022	\$	\$
05/31/2022	\$	\$
<b>06/30/2022</b>	<b>\$</b>	<b>\$</b>

A motion to approve the Tax Collection Report as submitted by Town Clerk Shadina Jones was made by Councilperson Amoako. Councilperson Moxley made a second to the motion and with no comments or questions, the motion passed with a unanimous roll call vote.

**b. DELINQUENT TAXES** – *Town Clerk Shadina Jones*

Ms. Jones reported that letters were sent to property owners with major delinquencies, defined as those owing taxes over \$1,000.00. Two (2), of the delinquencies were paid in full and five (5), others have made payment plans. There is currently \$18,305.21 total tax delinquency spanning seven (7), years.

**POLICE DEPARTMENT REPORT** – *Chief Christopher Workman:*

Chief Workman provided the following Police Department report prior to the meeting:

**State of Delaware Accreditation** – The Department with the assistance of DHS are continuing to work on the accreditation process. The policy portion of the process has been completed and the proofing process has begun.

**POLICE DEPARTMENT REPORT – “continued”**

Vehicle Repair – The 2015 Chevy Tahoe is in need of a new engine which will cost \$8,433.74, which the Council reviewed and voted to approve.

Part-Time Officer – The Cheswold Police Department welcomes Cpl. Anthony Valenti to the department as a part time patrol officer. He will begin his FT, (Field Training), with the department in March and is slated to begin covering shifts in late April.

New Computers – The Department has placed a request to SLEAF for the upgrade of aging computers which will assist officers with better connectivity. The upgrade of the Department Evidence system will coincide with the Accreditation upgrades.

Evidence System – The Evidence System is currently being upgraded with software and the storage area adjusted to accommodate policy changes.

New Vehicles – Were discussed and improved under Proposed Purchases

Salary Proposals – To be discussed under Item #16 – New Business

**Traffic Violations Charged** – Officers issued 71 traffic summons's during the month of February. These are the number of violations issued. {*Note: One, (1), traffic stop could equal two, (2), or more violations; e.g.: Speeding; no driver's license*}

**Actual Traffic Stops – February (73)**

Graphs depicting traffic stops made in January and dispositions, were presented to the Council. The following reflects the data depicted on the graphs by ethnic and gender:

<u>Male Traffic Stops</u>		<u>Female Traffic Stops</u>	
	<u>Feb.</u>		<u>Feb.</u>
African American	21	African American	11
Caucasian	20	Caucasian	17
Latino	2	Latino	2
Other/Undetermined	2	Other/Undetermined	0

POLICE DEPARTMENT REPORT – “continued”

<u>Summons</u>	<u>Dispositions</u>		<u>Verbal Warnings</u>	<u>Feb.</u>
		<u>Feb.</u>		
African American	31	African American	0	
Caucasian	32	Caucasian	3	
Latino	4	Latino	0	
Other/Undetermined	0	Other/Undetermined	1	

Written Warnings

	<u>Feb.</u>
African American	1
Caucasian	2
Latino	0
Other/Undetermined	0

In an effort to expand transparency it is added to the monthly report to show who our officer’s stop for violations and how they complete the stop.

Anyone interested in obtaining a copy of the associated graphs may send an email request to [Cheswold.office@comcast.net](mailto:Cheswold.office@comcast.net) or apply in person at Town Hall.

Monthly Activity Report –

Officers responded to or completed reports for 112 Incidents for the month of February.

Councilperson Moxley inquired as to when Recruit Peters will be graduating. The Chief informed everyone that graduation will be on March 17<sup>th</sup> and that Officer Peters will begin his field training on March 21.

**IF YOU DON’T CALL - WHO WILL - CALL 911**

A motion to accept the Police Department report as submitted was made by Vice Mayor Wysosng and with a second from Councilperson Amoako and no objections, questions or comments, the motion passed with a unanimous roll vote.

**PUBLIC WORKS REPORT** – Code Enforcement Officer Michael Callender

Mr. Callender presented the following report to members of the Council at the meeting:

- Status Report –

	<u>PERMITS ISSUED</u>	<u>NEW VIOLATIONS</u>	<u>CLOSED VIOLATIONS</u>	<u>BUSINESS LICENSES ISSUED</u>	<u>BUILDING INSPECTIONS</u>
February 2022	18	0	1	0	1

**The following represents the Code Enforcement Property status for February:**

- **41 Commerce St. – PENDING:** The property owner has been sent his two, (2), letters of notice and will be receiving his final notice this week to clean up his property prior to fines being issued and vehicles being towed. Fine process in progress.
- **179 Commerce St. –** Mr. Dan Simpson, a representative for the owner, visited the property to assess it on behalf of Mr. Cannon – the owner. He was informed that the structure needs to be demolished, which is the same conclusion reached by Mr. Simpson. He asked what type of structure could be built as a replacement and was referred to the Dimensional and Density Standards for R-1, (Old Town), Zoning in the Town’s Land Use Ordinance. He was also informed of a meeting between KCD and DelDOT concerning the potential repair of the sinkhole.

**CONSTRUCTION PROJECTS:**

- **Nobles Pond** – No new updates.
- **Stonington** – Construction continues.
- **Alston’s Walk** – No new updates.
- **237 & 241 Commerce St.** – Two, (2), modular homes have been delivered and set.
- **Parker’s Run** – No new updates.

**Town Maintenance**

- **Water Extension Project** – Nothing new to Report
- **Activation of Parking Ordinance** – In Progress.

**PUBLIC WORKS REPORT** – “*continued*”:

A motion was made by Councilperson Moxley to approve the Public Works report as submitted. A second to the motion made by Councilperson Amoako resulted in an unanimous roll call vote to pass the motion.

**PLANNING COMMISSION REPORT** – *Land Use Administrator Sam Callender*

- a. **Revision of Land Use Ordinance** – Article 4 in progress.
- b. **Planning Commission Chairperson Selection** – To be completed at Planning Commission meeting to be held on Thursday, March 10, 2022 at 5:00 p.m.

12. **Ordinance for Review and Vote** – *Town Administrator Sam Callender*

***NOTHING TO REPORT***

13. **Resolution for Approval** – *Town Administrator Sam Callender*

***NOTHING TO REPORT***

14. **Proclamations** – *Town Administrator Sam Callender*

***NOTHING TO REPORT***

15. **Old Business**

a. **Town Projects:**

- **Municipal Services Building** – *Town Administrator Sam Callender*

Ms. Callender reported that she verified with the Building Official that an elevator will not be required in the basement as long as usage of the basement is restricted from the public. Vice Mayor Wysong asked how disabled employees would be affected and Ms. Callender responded that their duties would be restricted to the first floor as the basement will predominately be used for storage.

A request for a gym and a shower has also been proposed dependent upon the cost.

- **Economic Development Plan/Cheswold Business & Merchants Association** –  
*Councilperson Maxwell Amoako*

Nothing New to Report

15. Old Business –“*continued*”:

a. Town Projects:

- Activities Committee – *Councilperson Judith Johnson/Vice Mayor Santo Faronea*  
Ms. Johnson reported that she is looking at a tentative date of May 21, 2022 to host a Town event.

The Public Works Department consisting of Mike Callender and Camryn Tunnell are preparing to announce a Town wide Spring Clean-Up for Saturday, April 30, 2022. A dumpster will be located at Town Hall and Town residents will be permitted to dump excess debris for free. A pick-up service will also be available for \$75.00 per load.

- Park Committee – *Vice Mayor Michael Wysong*  
Vice Mayor Wysong reported that he is preparing to contact the University of Delaware to re-start the Park development process. It was also agreed to contact Mr. Barry Jones, Jr., to ascertain if he desires to still be responsible for the proposed garden project in the park.

- Protest Plan Team – *Chief Chris Workman*

PENDING – NO CHANGE

b. **American Rescue Plan** - *Town Administrator Sam Callender*

Ms. Callender reported that there is nothing new to report except for the issues being encountered with accessing the Reporting and Compliance portal.

- Can be used to address increased repair and maintenance repairs
- Can be used to repair; re-size; remove and/or replace storm sewer

16. **New Business** - *Town Administrator Sam Callender*

➤ **Proposed Salary Increases: 2022 – 2023 Budget**

Ms. Callender asked the Mayor and Council if they had any questions or concerns about the proposed salary increases previously forwarded to them under separate cover for the 2022-2023 budget.

Vice Mayor Wysong if consideration been given to the apparent disparity between the salaries for Master Corporal and Sargent. Chief Workman explained that a difference must be maintained in order to keep a reasonable separation available for increases based on evaluations.

16. New Business – *“continued”*

Proposed Salary Increases: 2022 – 2023 Budget – *“continued”*

Councilperson Amoako stated that he was in total agreement with the proposed increases no matter the percentage of increase based on the current trend of the loss of employee talent in State and municipal organizations.

Ms. Callender explained that the Council should additionally understand and appreciate that all the Administrative employees and the Police Department Administrative employees, (the Chief and Sargent), filled more than one job description regardless of their individual titles and the responsibilities associated with it.

Chief Workman informed the Council that he and Ms. Callender had previously discussed and agreed that the increases and the change to implementing pay increases at the change of the fiscal year, is the most effective and efficient method of operation.

With no further discussion, questions or concerns, Vice Mayor Wysong made a motion to approve the pay increases per title as shown below. Councilperson Moxley made a second to the motion and a the motion passed with a unanimous roll call vote.

**2022-2023 BUDGET SALARY % INCREASES by TITLE**

Administrative Assistant	12%
Code Enforcement Officer	12%
Town Clerk	7%
Police Chief	7%
Sargent	18%
Master Corporal	8%
Patrolman	18%
Recruit	10%

➤ **Status of Town Council Elections – *Town Clerk Shadina Jones***

Ms. Jones reported that no eligible candidates excepting the current Council members signed up for the election. As a result, Ms. Callender; Ms. Johnson and Mr. Moxley will be sworn into their current Council seats at the next Town Council meeting, scheduled for April 4, 2022 at 5 p.m.

17. Community Comments/Concerns –

Mr. Rodney Callender – Parkers Run

NOTHING to REPORT

**SPECIAL NOTES:**

1. The meeting was temporarily interrupted, during the Treasury report, to provide the opportunity for Mayor Faronea to present an appreciation plaque to Mr. Barry Jones, Sr., for his years of dedication to the Town of Cheswold through his service as Chairperson of the Town’s Planning Commission.

2. Town Clerk Jones also informed the Mayor and Council of the demise of life-long Town resident Richard Seeney. Ms. Callender stated that Mr. Seeney had also served as a Council member, as well as the Public Works Director and in spite of a disability worked endlessly to personally keep the Town clean. He also had an unfilled desire to turn the Town park into a park that was accessible and usable by Town residents. Ms. Callender additionally stated that she hopes should the park ever be developed that the Town seriously consider naming it the Richard Seeney Memorial Park. It should be additionally remembered and considered that Mr. Seeney was a member of the Lenape Tribe and truly an original Cheswoldian.

18. Council Member Comments:

Vice-Mayor Wysong - *No Comments*

*Secretary/Treasurer Callender – reported that Ms. Helen Wiles of the MPO would like to attend a Council meeting to make a presentation and was originally invited to the April 4 meeting. However, since that is an Organizational meeting also, the invitation may have to be changed to the May meeting.*

Councilperson Johnson – Absent

Councilperson Moxley – *No Comments*

Councilperson Amoako - *No Comments*

19. Mayor Faronea's Comments – *No Comments*

20. Motion to Adjourn

A motion to adjourn was made by Councilperson Callender. Vice-Mayor Wysong made a second to the motion and it passed with an unanimous roll call vote. The meeting adjourned at 6:10 pm.

29 Del C 10004 Sec. (e) (2)....."The agenda shall be subject to change to include additional items, including executive sessions or the deletion of items, including executive sessions which arise at the time of the public body's meeting".

The Agenda items as listed may not be considered in sequence and/or removed if warranted.